

CITY OF BURBANK

FORENSIC SPECIALIST

DEFINITION

Under general direction, to search for, collect, record, and preserve physical evidence in criminal investigations; assist investigators in the reconstruction and interpretation of crime scenes; to take photographs and do photographic laboratory and computer work; develop latent fingerprints using mechanical and chemical techniques; perform latent fingerprint comparisons and give expert testimony in court; and to do related work as required.

ESSENTIAL FUNCTIONS

Performs technical work in making field investigations at scenes of crimes and other pertinent locations; searches for, collects, records, and preserves evidence for laboratory analysis and comparison; takes still and video photographs and/or recordings of crime scenes, victims and injuries, suspects, and traffic accidents; takes photographs for City departments for publicity and public relations purposes; develops and processes photos and maintains files and indexes of photographs, recordings, and records; locates and obtains latent fingerprints on evidence and at crime scenes; performs fingerprint comparisons; makes casts and impressions, including tool marks, tire tracks, and shoeprints at crime scenes; takes physical measurements and prepares diagrams of crime scenes and traffic accidents; prepares crime and other original reports; appears in court to testify as an expert witness; inventories and maintains supplies; performs other related office clerical work; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of – the law, policies, and procedures applying to the collection and preservation of physical evidence; scientific crime scene investigation; the analysis and identification procedures for latent fingerprint evidence; the various methods of fingerprint classification; modern photographic equipment and photography techniques; computers; methods of preserving evidence at crime scenes; methods used to make cast impressions of tire tracks, shoeprints, and other physical evidence.
- Skill in – the use of computers, cameras, video equipment, and photographic and chemical lab equipment and procedures.
- Ability to – communicate effectively both verbally and in writing; prepare clear and concise reports; testify in court regarding evidence; take instruction and follow orders; work as part of a team as well as independently with little supervision; be readily available by phone or pager when on-call and able to respond to emergencies 24 hours a day; be detail oriented, work logically and methodically to bring a problem to solution; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

Education/Training: Education equivalent to an Associate's Degree from an accredited college with major coursework in criminal justice, forensics, or a closely related field **OR** one year full-time experience in law enforcement identification work; including investigative photography, fingerprint identification, collection, development, and preservation of physical evidence.

Special Conditions & Requirements: The physical ability to lift and carry a minimum of 20 pounds; do extensive kneeling, stooping, crawling, reaching, climbing, and pushing and/or pulling of objects; visually detect subtle shades of color, contrasts, and spatial relationships. **COLOR VISION:** Keen color perception.

License & Certificates: A valid California Class "C" driver's license or equivalent at time of appointment.

SUPPLEMENTAL INFORMATION

None.